



# Shelby County Tennessee

Mark H. Luttrell, Jr., Mayor

## Addendum No. 1

*Issued: December 4, 2012*

### **RFP #13-010-21 Emergency Ambulance Services (Shelby County Public Works Division)**

#### **TO ALL PROSPECTIVE BIDDERS:**

The above described RFP has been modified to reflect the following changes. A revised copy of the RFP document which reflects these changes has been posted to the website.

- **RFP Due Date Extension**

The due date for the above referenced RFP is being extended to *Friday, December 14, 2012, by 4:00 p.m. CST.*

- **Section XI.C.3. Cost and Fees - The following language has been added:**

- f. Provide an itemized fee schedule listing the cost for each of the services described below to the citizens of Shelby County, Tennessee.
  - i. Basic Life Support Non-Emergency Transport
  - ii. Basic Life Support Emergency Transport
  - iii. Advanced Life Support Non-Emergency Transport
  - ix. Advanced Life Support Emergency Level 1 Transport
  - v. Advanced Life Support Emergency Level 2 Transport
  - vi. Mileage Rate Charged – (From The Emergency Scene to Emergency Room)
  - vii. Refusal of Transport or Services (Non-Transport)

viii. All other additional fees and expenses charged. These are charges for all additional items such as Pulse Oximetry, EKG, Medications, CPAP, etc., which may be charged during a transport of either an emergency or non-emergency request.

• **Section XII.A.2. Evaluation Process Technical Review - The following language has been modified:**

2. Technical Review – Each proposal will be reviewed by a special Ad-Hoc Committee which may elect to schedule a personal presentation and interview with one or more of the proposers.

The evaluation committee shall review the submitted proposals and score points as provided in the scoring guidelines below:

Each proposal will be evaluated in seven (7) categories: price, financial stability, experience, compliance with State regulations, references, and quality of response. Each category is assigned a maximum point value and each is given a minimum value. If the minimum value is not met in any one category, the respondent will be disqualified. The categories will be evaluated as follows:

**The scoring of proposals is based upon the following criteria:**

- 25 PTS.**      **Cost to the County** - This is the amount of the subsidy required from the proposer to provide emergency and non-emergency ambulance services required under the terms of the Contract. This cost shall be a fixed sum annually. This may be adjusted downward at any time during the term of the Contract, but may not be increased. This category will be rated using an assigned point range, maximum of 25 points.
- 20 PTS.**      **Charges of Services to Citizens** – This is the combined weight of the cost for services including transport charges, additional charges, and mileage rate. This category will be rated using an assigned point range, maximum of 20 points.
- 10 PTS.**      **Financial Stability** – The committee will use the financial information received from the proposer during the qualifications phase of the project. The proposer may provide updated information if any changes have taken place. This category will be rated using an assigned point range, maximum of 15 points.
- 10 PTS.**      **Experience** (Past Performance) – The committee will use the Experience (Past Performance) information received during the qualifications phase of the project. The proposer may provide updated information if any changes have taken place. This category will be rated using an assigned point range, maximum of 10 points.
- 10 PTS.**      **Compliance with State Regulations** – The proposer should provide the County with a list of all states it currently does business in and a list of each state certification and license. The proposer should also advise of any hearings before any State EMS Boards and outcomes of same hearings within the past five (5) years, along with providing any independent accreditations such as the Commission on Accredited Ambulance Services. This category will be rated using an assigned point range, maximum of 10 points.

**5 PTS.**      **References.** The proposer must provide at least ten (10) references, both government and private entities. This category will be rated using an assigned point range, maximum of 5 points.

**20 PTS.**      **Quality of Response.** Each response will be evaluated to determine:

1. Proposer's understanding of the project.
2. If all terms and requirements are discussed clearly and succinctly. This category will be rated using an assigned point range, maximum of 20 points.

**TOTAL: 100 Points Maximum**

**EACH PROPOSAL WILL BE EVALUATED INDEPENDENT OF THE OTHER.**

**All other requirements of this RFP remain unchanged.**

If you have any questions, please contact me via email at [debra.louis@shelbycountyttn.gov](mailto:debra.louis@shelbycountyttn.gov).

Sincerely,

Signed Original On File

Debra D. Louis, Buyer  
Purchasing Department  
Shelby County Government